



STATE PROCUREMENT OFFICE
NOTICE OF REQUEST FOR EXEMPTION
FROM HRS CHAPTER 103D

PSD#2012-1700

'12 SEP 25 P2:20

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Hawaii Paroling Authority
Name of Requesting Department

Pursuant to HRS § 103D-102(b)(4) and HAR chapter 3-120, the Department requests a procurement exemption for the following:

1. Describe the goods, services or construction:

Computer Software for Microcomputers: Migration of Existing Database from Access to SQL.

2. Vendor/Contractor/Service Provider:

PACXA

3. Amount of Request:

\$ 11,713.08

4. Term of Contract From: 7/26/2012 To: 9/30/2012

5. Prior SPO-007, Procurement Exemption (PE):

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:

This contract is being paid through a Byrne Justice Assistance Recovery Grant that expires September 30, 2012. It is not practicable to procure by competitive means by the the Grant end date of September 30, 2012. The additional reports and services will cost \$11,713.08. The final data migration period is scheduled to be completed from September 25, 2012 to September 26, 2012. Additional services are a result of ACT 139, SLH 2012 that required our data base to be upgraded so that we could properly track parolees who were eligible under ACT 139.

The current vendor (who was selected utilizing HePS under small purchase procedures) has intimate knowledge of the HPA database and can provide the needed extra services at a cost-effective and on a timely basis.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

The procurement process involved the solicitation and award through HePS (Q2012000181-01). During the vendor's performance of the data migration, it was found that other reports and services were needed to accomplish the intended tasks. The original bid was for \$52,800.00. Additional services were a result of ACT 139 SLH 2012 that required our data base to be upgraded so that we could properly track parolees who were eligible under this ACT 139. This Act was implemented July 1, 2012.

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required).

*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	e-mail address
Marc S. Yamamoto <i>may 9/12</i>	PSD/ASO	587-1215	marc.s.yamamoto@hawaii.gov
Michael Knott *	PSD/HPA	587-1309	Michael.D.Knott@hawaii.gov
Judy Yamada	PSD/MIS	587-2528	Judy.Q.Yamada@hawaii.gov

**All requirements/approvals and internal controls for this expenditure is the responsibility of the department.
I certify that the information provided above is, to the best of my knowledge, true and correct.**

[Signature]

Department Head Signature

9/11/12

Date

For Chief Procurement Officer Use Only

Date Notice Posted: *9/26/2012*

Inquiries about this request shall be directed to the contact named in No. 8. Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

This request is disapproved as it lacks sufficient justification. Department shall submit form SPO-016, *Report of Procurement Violation: Findings and Corrective Actions and/or Request for After-the-Fact Payment Approval*.

If there are any questions, please contact Bonnie Kahakui at 587-4702, or bonnie.a.kahakui@hawaii.gov.

☐ Approved

☒ Disapproved

☐ No Action Required

[Signature] *10/15/2012*
Chief Procurement Officer Signature Date